



## **SOUTH EAST AREA ROADS AUTHORITIES & UTILITIES COMMITTEE**

**Minutes of the QUARTERLY MEETING held on 13<sup>th</sup> NOVEMBER, 2018**

**THE DOME ROOM, NEW REGISTER HOUSE, EDINBURGH**

### **Present:**

<b>Fiona McInnes (Chair)</b>	<b>FMcI</b>	<b>Scottish Water</b>
Alan Heatley	AH	Midlothian Council
Brian Wilson	BW	Scottish Borders Council
Carol-Ann Dodd	CAD	Midlothian Council
Stuart Harding	SH	City of Edinburgh Council
David Ross	DR	AMEY
Tom Flaherty	TF	City of Edinburgh Council
John Henderson	JH	Scottish Borders Council
Jason Halliday	JHa	West Lothian Council
Andrew Matheson	AM	Virgin Media
Craig McQueen	CM	Scottish Water
Ruth Scott	RS	SSE
Eleni Gigourtaki	EG	East Lothian Council
John Barrett	JB	INEOS
John Mitchell	JM	Verizon
Karyn Davidson	KDa	Vodafone
Julie Greig	JG	SGN
Brian Cooper	BC	Secretarial Support
Angus Carmichael	AC	Scottish Road Works Commissioner
Iain Ross	IR	OSRWC
Jim Clegg	JC	OSRWC
Adrian Henzler	AHe	Openreach
Caroline Mcadam	CMcA	Network Rail
Nichola Greer	NG	SGN
Douglas Haughey	DH	Centurylink
Jim Forbes	JF	Cityfibre
Chris Murray	CM	Sky
Stuart Abbott	SA	Edinburgh Trams
Clare Callaghan	CC	Scottish Water
Ian Fleming	IF	Scottish Power
Lorraine Jones	LJ	Scottish Power
Mark Worden	MW	Gamma
David Hearty	DH	MBNL/EE/3
Graeme Davidson	GD	MBNL/EE/3
Andrew Alexander	AA	CTIL

Apologies: Robert Young, Kevin Hamilton, Katrina Hardy, Clark Findlay, Ian Humphries, Elaine Stewart, Lisa Haston.

## **1. Welcome, attendance and apologies**

Chair Fiona McInnes welcomed everyone to the meeting - Introductions were made around the table. Attendance and apologies as recorded above.

## **2. Minute of previous meeting**

- a) Approved as a correct record
- b) Action Tracking – Item 3(b): Nextec Diamond Trenching – AH said that RAUCS had agreed the process did not conform to the SROR. Reference was made to the Scottish Government’s Consultation on Narrow Trenching to be undertaken shortly. ELC advised to action this issue locally.

Item 7(b): Ropes on Cones at TTM - See Item 4 below, third bullet-point.

A presentation and demonstration of the SRWR Mobile App by Iain Ross was well received by SUs and RAs alike. The OSRWC is pressing Symology for a rollout date. AC commented please use it, it’s what the Community asked for.

## **3. Matters arising from Local RAUC Meetings**

- (a) City of Edinburgh Council – nothing to bring to SERAUC attention
- (b) East Lothian Council – nothing to bring to SERAUC attention
- (c) Midlothian Council – nothing to bring to SERAUC attention
- (d) Scottish Borders Council - nothing to bring to SERAUC attention
- (e) West Lothian Council – JHa had reviewed the outstanding defective apparatus locations which had resulted in a request for response being issued to all the major Undertakers.

3(f) Improvement Notices – the updated South East area spreadsheet had been circulated prior to the meeting. MLC and WLC confirmed the content for their respective areas.

TF was disappointed that no response had been forthcoming from Scottish Water, Scottish Power and Virgin Media – representatives in attendance gave an assurance they would respond to CEC by the end of November. AC commented that the CEC could look to conclude some of the items that had been outstanding for a long time in their area. SH was looking for a consistent improvement over a longer period of time from the Undertakers involved.

#### 4. RAUCS Meeting on 5<sup>th</sup> September, 2018 – Update/Matters Arising

FMcI provided background information in relation to the following matters:

- Alex Ramage, Transport Scotland and current Interim Chair of the Gazetteer Group, gave a presentation on Sottish Street Gazetteer Conventions
- Inspection Fees - no change from the existing fees
- Rope on cones traffic management: having reviewed further information provided by CEC and Scottish Water, the RAUCS Co-Chairs had agreed this was a straightforward dispute to be handled at Area level.

(for the Minute: Following input from AH on behalf of the RALG, and comments from around the SERAUC it was agreed to move forward and JG(SGN) and JHa(WLC) responded to the Chair's request for volunteers to form a Dispute Panel. Agreed timescale is for information to be sent to JG and JH by the end of November 2018 with the outcome reported back to the next SERAUC Meeting on 5<sup>th</sup> February, 2019) **ACTION: JG and JHa**

- Improvement Notices: RAUCS had noted that all five of the major Undertakers still had live Improvement Notices, although some indication of improved performance was acknowledged. The current situation with WLC/VirginMedia and Openreach, and Midlothian's Notices issued to Virgin Media, had been referred to.
- Under the Commissioner's Report it was noted that all organisations should have moved over to the new domains; all the Prescribed Fees for 2018 had been collected; Jim Clegg (former RAUCS Roads CoChair) had replaced Tim Masters in the OSRWC; a letter had been sent to all Chief Executives advising that the Fibre Toolkit is, in its present form, unfit for use in Scotland.
- RAUCS noted the pressure on RAs to deal with the provision of charging facilities for the increasing number of electric vehicles. It was noted that the supply available from street lighting systems is not sufficient to accommodate this demand.

#### 5. National and Local Coring Update

a) FMcI thanked WLC for taking on the Lead Authority for the South East Area.

CM as Chair of the Working Group advised that the WG opinion is that the revised Advice Note 3 is ready to be presented to the December RAUCS Meeting. He confirmed that Transport Scotland will not be split into OC areas. He emphasised that the timetable for the next Coring Programme is crucial. IR added that Symology needs plenty of advance notice to issue the information required from the Register.

b)(i) Roads Authorities- JHa confirmed the WLC local coring programme for 2017/18 had been completed, Info on Register, meetings/discussion held with Undertakers re results.

CEC confirmed the 17/18 Coring programme had been completed and another programme would be progressed in Jan/February 2019. Some failed core results had not been responded to by some Undertakers

b)(ii) Statutory Undertakers – JF reported 83/86% pass rate on Cityfibre Coring. AHe confirmed Openreach was starting a trial coring programme of 40 core sample per month. Scottish Water, Scottish Power, SGN and Virgin Media all confirmed coring programmes were being undertaken of varying sample sizes.

## **6. SRWC Report and Performance**

a) SRWC Report: AC advised that the Transport Bill is on programme with Hearings underway. Stage 2 (Jan – Mar 2019) and Stage 3 (July) and Enactment likely in 2020. He encouraged everyone to respond to the Scottish Government’s Consultation on Narrow Trenching.

Performance Reviews had all been sent out to all User Community Organisations as of today’s date – a response is required by the Commissioner if requested in the Review. He reminded the Committee of the importance of the GDPR Regulations in relation to the Register.

Jane Dunlop was due to return from Maternity leave on 3<sup>rd</sup> December.

The Commissioner’s 2017/18 Annual Report would be published at the end of 2018.

Jim Clegg referred to the Paper that had been circulated in advance on Permits and Consents. He explained that the use of “Aurora” software meant the earlier module primarily developed by ELC and MLC had to be replaced. He suggested there would be 20 permits/consents involved, these would be linked to Council websites. The working group would be meeting later in November.

b) Performance: AC referred to the previously circulated Q2, 2018 Dashboard Report and drew attention to the Red highlighted areas – All organisations MUST respond to the Commissioner’s office. He emphasised that he will start to apply pressure to non-compliant Councils. He suggested he would prefer to have achievable targets developed. Zero Tolerance Reports may be reviewed as requested by other Area RAUCs

## **7. Safety**

a. Safety Concerns/Issues – FMCI referred to the previously circulated Safety Alert about needlesticks being found in road surface water gully frames/gratings.

b. Traffic Management Issues – AH referred to matters the recent RALG (Roads Authorities Liaison Group) meeting had discussed: Is traffic management at junctions being over – complicated by TTM Companies? Suggestion to Undertakers that early discussions with the local RA might avoid the need for three-way traffic signals. Also in some cases actual TTM on site is being found to vary from the layout agreed. JH suggested there is a tendency for TTM Companies to design from plans and/or maps which may not truly reflect the actual locations. FMCI suggested examples of locations would help the Undertakers understand this point. She also pointed out that contacting RA Inspectors can be problematic. SH offered to arrange a meeting of TTM Companies - Lindsay Henderson of the OSRWC to be invited.

FMCI raised an issue with the enforcement of TTROs – non-removal of parked vehicles can mean abandoning the TTM at significant cost. SH referred to an example of a street being cleared for an Undertaker whose Contractor did not appear for another four days. It was noted that depending on what legislative route the Council chose under decriminalisation could mean the Council had no powers to remove/lift vehicles from the road.

## **8. Information on Strategic Programmes of works**

(a) Roads Authorities Major Works and Events –

Major Works: RAs advised all their works are on the SRWR as required. Embargos on planned works in certain locations during the lead up to Christmas through until early in 2019 would be in place as usual (until the 10<sup>th</sup> January in Edinburgh ).

Major pedestrianisation works to start in Hawick early in 2019.

(b) Statutory Undertakers Major Works – all confirmed all works entered on the SRWR as required. Cityfibre in discussion with the CEC regarding work in Currie and Balerno and possibly Seafield as well.

(c) Superfast Broadband Update – Robert Young provided the following update report for the South East of Scotland area for the Minute:

DSBB Programme is still on planned Programme Targets, and have achieved over 3700 LIVE CABS and over 475 LIVE fibre PONs across all of the 27 Councils in the Rest of Scotland Area.

Deployment is now mainly through Fibre to the Premise (FTTP). Exchange Only Line (FTTC EO) solutions, which involve 2 new Streetside Cabinets/All In One – AIO – Cabinet/Fibre to the Remote Node (FTTrN), account for the remainder. FTTP deployment involves less civil engineering works and there should be a reduced impact on Roads Authorities and other utilities. There may be potholing and moleplough works in rural areas.

The Contract 1 deployment ended in March 2018 and a Delivery Report has been issued to Councils. There has been further ongoing deployment works as part of our extended build Programme which will run until March 2019. There are plans, not yet confirmed, post March 2019 to take forward further deployment involving FTTP installations. These plans are currently under discussion and will be confirmed in due course.

Beyond that there is a further deployment planned, termed “Reaching for 100”, to cover the remaining premises that will be without access to Superfast Broadband. This contract is currently under procurement.

## **9. Proposed Changes to Road Designations**

No changes to Road Designations in ELC, CEC, SBC and MLC areas. Following a review WLC advised of a net increase in their road network which had been recorded via the Local Coordination Meeting as required.

**10 to 13 - Management and Operation of the SRWR (including any matters/items of note relating to the Gazetteer, the SAT and the Community Apparatus VAULT) -**

IR began by referring to his earlier presentation on Mobile Device Apps and continued by advising:

- i) the draft Matrix for the 2019 Prescribed Fees and Amounts was ready.
- ii) training courses are available - the list can be accessed via the website – there had been no take-up for the Advanced Courses.
- iii) Superuser Group events would be organised in February 2019.
- iv) Fraser Smith had been replaced by Caroline Avid on the SAT.
- v) the number of required VAULT data submissions had been increased to six times a year.

AC suggested that Agenda Items 11, 12 and 13 could be incorporated into this Agenda Item (10) as these matters would normally be reported on collectively by the OSRWC, rather than separate reports/papers which may have been the case in the past. An alternative suggestion would be to include 10 to 13 in Item 6a, the Commissioner's Report. **ACTION: BC**

**14. Any Other Competent Business**

- 1) FMcI confirmed that an updated SERAUC Emergency Contacts List would be available by 31<sup>st</sup> December 2018.
- 2) CM thanked EG for all her help in connection with recent works in East Lothian
- 3) FMcI drew attention to the slightly earlier than normal date for the next meeting – **Tuesday 5<sup>th</sup> February 2019.**

**15. Other Meeting Dates in 2019: 14<sup>th</sup> May, 13<sup>th</sup> August and 12<sup>th</sup> November.**

**BMC - December, 2018**